



# Memo

**To:** Board of Commissioners  
**From:** Doug Coutts, Director  
**Date:** 2/10/2023  
**Re:** Comprehensive Plan Programs

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## **Comprehensive Plan**

### **Maxwelton Trails Park-Grant items**

The Trails committee representatives met with Pat McVay and me to review the design of the signage. The sign permit has been filled out and taken up to County Planning, however, several questions came up including a question on whether or not a sign can be placed in the easement. I have followed up with the planner I met with at Island County on the sign and copied Jonathan Lange, Deputy Director of Planning on our conversation. As of the writing of this memo, I have not heard back, but did copy Carrie as well as Jennifer and Matt as the Trails Committee Representatives, on that email.

### **Aquatic Facility Update**

The Joint Aquatic Committee has had initial meetings with the ARC group to kick off the design project. I have been checking off items on the to do list for the Financing from the State. Any items left are passed off to Matt or Carrie for follow up. ARC and I met with Jonathan Lange, Deputy Director of the Island County Planning Department on the project and ARC staff had opportunity to go through questions on what would be needed for Site Plan Review for the site. Indications are (not official since we have not gone through a pre-application process) that a SEPA will be required based on the size of the facility and the parking area. I have reached out to a Geotechnical firm and two Surveying firms on the island for quotes on work that we are responsible for getting done for the facility. Carrie has been copied on these and will receive the quotes when completed.

### **Campground Phase 1-Update**

I met with Mary Engle and Jonathan Lange at the County Planners office. Was told that our Site Plan review request for the Campground should have been denied as there is no usage

provision for a campground in the Parks zone. Due to that, we would need to do a Zoning Code Interpretation process with the County to get a ruling on whether the project can proceed without a change in zoning or project design. I told them that this process needed to be expedited as we had over \$100,000 in grant funding (it is actually \$204,000 right now) that we will lose at the end of the year and the delays were due to their mistakes. They agreed and waived the fees associated with the ZCI. The sign is up and comment period opened on February 8<sup>th</sup>.

In parallel to this I have secured a quote from Davido on designing the water system for the campground in the amount of \$31,159. That quote is included in your board packet. A couple of things on this, first, I did not get other quotes on this. Simply because Davido has done the Water System Capacity Analysis for this process already, and they put together our Small Water System Management Plan so no other firm will be able to match their quote for this work. Additionally, I did ask if this work could be combined with the design of the Water system for the pool and was informed that they are two completely separate systems so combination of the design process would not save any money or time. I also talked to Allison Dellwo our Grants Manager at the RCO to discuss early the possibility of asking for an additional extension based on the County mistakes and she said any additional extension would require Director approval and then Board approval at the RCO. Until we need to, I would suggest that the situation be included in any progress reports required for the project and keep Allison informed. Allison and I also talked about the Water System design and since the Water System would be for the Campground alone and it would provide the water supply needed for the first phase, that it should be eligible for 50% reimbursement from the remaining grant funds.

At this time, I would recommend not approving this quote or approving this quote dependent upon the disposition of the ZCI from the county. If it is determined that we are not able to do a campground in the parks zone, it would be wise to not expend this money until a solution is confirmed. The quote is included in your board packet.